



## **FOREST PRESERVE DISTRICT OF COOK COUNTY BOARD OF COMMISSIONERS**

### **Finance Agenda**

**Tuesday, December 15, 2015**

**10:00 A.M**

**Cook County Building Board Room 569  
118 North Clark Street, Chicago, Illinois**

### **NOTICE AND AGENDA**

There will be a meeting of the committee or subcommittee of the Forest Preserve District of Cook County Board of Commissioners at the date, time and location listed above.

### **PUBLIC TESTIMONY**

Authorization as a public speaker shall only be granted to those individuals who have submitted in writing, their name, address, subject matter, and organization (if any) to the Secretary 24 hours in advance of the meeting. Duly authorized public speakers shall be called upon to deliver testimony at a time specified in the meeting agenda. Authorized public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Public testimony must be germane to a specific item(s) on the meeting agenda, and the testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony.

**15-0707**

### **COMMITTEE MINUTES**

Approval of the minutes from the meeting of 11/17/2015

## **15-0700**

### **RECOMMENDATION OF THE FINANCE SUBCOMMITTEE (LITIGATION)**

Finance Subcommittee Meeting on Litigation -11/17/2015

The Finance Subcommittee on Litigation met on the above listed date and recommends the following for approval:

Proposed Settlements Approved Fiscal Year 2015 to Present: \$42,874.09

Proposed Settlements to Be Approved: \$5,233.53

Legal Fees Approved Fiscal Year 2015 to Present: \$650,444.39

Legal Fees for 11/17/2015 to Be Approved: \$154,131.79

## **15-0701**

### **RECOMMENDATION OF THE FINANCE SUBCOMMITTEE (WORKERS' COMPENSATION)**

Finance Subcommittee Meeting on Workers' Compensation -12/15/2015

The Finance Subcommittee on Workers' Compensation met on the above listed date and recommends the following for approval:

Workers' Compensation Claims approved Fiscal Year 2015 to present: \$235,263.48

Workers' Compensation Claims to Be Approved: \$58,608.41

## **DISBURSEMENTS**

## **15-0678**

**Presented by:** ARNOLD RANDALL, GENERAL SUPERINTENDENT

### **PROPOSED DISBURSEMENT**

**Department(s):** Planning & Development

**Action:** Disbursement Approval

**Payee:** Path Construction Company, Arlington Heights, Illinois

**Good(s) or Service(s):** Construction Services

**Fiscal Impact:** \$235,619.93

**Accounts:** 25-6760, Recreation (Landscape Improvements) Account

**Contract Number(s):** 13-80-02-16C2

**District(s):** 17

**Summary:** Swallow Cliff Site Improvements

## **15-0679**

**Presented by:** ARNOLD RANDALL, GENERAL SUPERINTENDENT

### **PROPOSED DISBURSEMENT**

**Department(s):** Planning & Development

**Action:** Disbursement Approval

**Payee:** All-Bry Construction Company, Burr Ridge, Illinois

**Good(s) or Service(s):** Construction Services

**Fiscal Impact:** \$523,112.90

**Accounts:** 25-6730, Camp Account

**Contract Number(s):** 13-80-03-009C

**District(s):** 6

**Summary:** Camp Sullivan Barn Phase 3

## **15-0696**

**Presented by:** ARNOLD RANDALL, GENERAL SUPERINTENDENT

### **PROPOSED DISBURSEMENT**

**Department(s):** Conservation and Experiential Programming

**Action:** Disbursement Approval

**Payee:** University of Illinois, Chicago, Illinois

**Good(s) or Service(s):** Environmental Education and Outreach Services

**Fiscal Impact:** \$250,000.00

**Accounts:** 01-6919, Corporate Fund

**Contract Number(s):** N/A

**District(s):** Districtwide

**Summary:** The University of Illinois Extension ("Extension") will provide educational and public outreach programs, thus significantly expanding educational opportunities for youth and adult populations within Cook County. Extension will also provide professional training workshops for Forest Preserve staff and assist in growing the number of Master Naturalists and Master Gardeners that volunteer with the Preserves. The Forest Preserve Conservation & Experiential Programming staff will work with Extension staff to coordinate and direct these educational activities. The University of Illinois Extension will also work with Preserve staff to create a camping 101 curriculum and assist in delivering it at the Nature Centers.

### **BID RECOMMENDATION**

**15-0666**

**Presented by:** ARNOLD RANDALL, GENERAL SUPERINTENDENT

### **PROPOSED BID RECOMMENDATION**

**Department:** Resource Management

**Request:** Authorization for the Forest Preserves of Cook County (the "Preserves") to enter into a contract with Clean Cut Tree Service, Inc., Grayslake, Illinois

**Reason:** Contract #15-31-121 consists of the removal two hundred eighty-nine (289) trees, two (2) of which require pruning in accordance with the Preserves specifications in Region 3, Des Plaines Division. Clean Cut Tree Service, Inc. was the lowest responsible bidder of the four (4) bidders.

**Bid Opening Date:** 11/25/2015

#### **Bid Results:**

1. Clean Cut Tree Service, Inc., \$29,582.00
2. Homer Tree Care, Inc., \$40,929.00
3. Trees "R" Us, Inc., \$44,063.00
4. Groundskeeper Landscape Care, LLC, \$52,080.00

**Estimated Fiscal Impact:** \$29,582.00

**Contract Period:** Thirty (30) days from issuance of purchase order

**Account Name/Number:** 09-6750 Habitat Restoration

**District(s):** 14

**Concurrence(s):**

The vendor has met the Minority and Women Business Enterprise Ordinance provision.  
The Chief Attorney and Chief Financial Officer have approved this item.

**15-0570**

**Sponsored by:** TONI PRECKWINKLE, President

**PROPOSED ORDINANCE AMENDMENT**

**BE IT ORDAINED**, by the Forest Preserve District of Cook County Board of Commissioners, that Title 1 - Administrative, Chapter 8 - District Finances, Section 2B - Signatures Required on Contracts and Section 2 H Contracts for Supplies, Material and Work are hereby amended as Follows:

TITLE 1 - ADMINISTRATIVE

CHAPTER 8 - DISTRICT FINANCES

1-8-1: RECEIPTS OF MONEY

1-8-2: CONTRACTS AND PURCHASES

1-8-3: WAGE RATES FOR PUBLIC WORKS EMPLOYEES

1-8-4: PROPERTY TAX RELIEF

1-8-5: MINORITY - AND WOMEN-OWNED BUSINESS ENTERPRISES

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**Sec 1-8-2.B. Signatures Required on Contracts:** All contracts for supplies, material or work, over one hundred fifty thousand dollars (\$150,000.00) ~~twenty-five thousand dollars (\$25,000.00)~~, shall be signed by the President of the Board of Commissioners ~~and or~~ by any such other officer as the Board in its discretion may designate. All contracts for supplies, material or work that are one hundred fifty thousand dollars (\$150,000.00) or less, may be signed by the General Superintendent if such contracts do not require board approval and/or do not specifically require the signature of the President of the Board of the Forest Preserve District Commissioners under this Code.

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**1-8-2.H Contracts for Supplies, Material and Work:** All contracts for supplies, materials and equipment and contractual services for the District shall be let as herein provided. All contracts for supplies, materials and equipment and contractual services for the District which involve an expenditure of more than one hundred

fifty thousand dollars (\$150,000.00) shall be approved by the Board of Commissioners and signed ~~by the President of the Board or his/her designee~~ in accordance with Section 1-8-2.B of this Code.

**Effective date:** This ordinance shall be in effect on January 1, 2016.

**Legislative History:** 10/6/15 FPD Board of Commissioners referred to the Finance Committee

## **15-0684**

### **REVENUE AND EXPENSE REPORT**

#### **Forest Preserve District of Cook County Corporate Fund Analysis of Revenue and Expenses as of October 31, 2015**

SEE ATTACHED

# REVENUE AND EXPENSE REPORT

## FOREST PRESERVE DISTRICT OF COOK COUNTY CORPORATE FUND ANALYSIS OF REVENUE AND EXPENSES AS OF October 31, 2015

REVENUES	2014 Budget	2015 Budget	Oct-14	Oct-15	Year-to-Year Current Month Difference	Year-to- Date % of Total Budget
			Year-to-Date Actuals	Year-to-Date Actuals		
Property Taxes	\$ 46,731,676	\$ 47,336,788	44,690,803	46,100,392	\$ 1,409,589	97%
Personal Property Taxes	\$ 2,992,351	\$ 3,052,198	2,758,390	2,974,448	\$ 216,058	97%
Golf	\$ 990,000	\$ 990,000	414,366	444,641	\$ 30,275	45%
Concessions	\$ 220,000	\$ 190,000	155,529	254,782	\$ 99,253	134%
License Agreements	\$ 678,800	\$ 876,000	672,708	2,242,323	\$ 1,569,615	256%
Land Use Fees	\$ 257,500	\$ 257,500	234,928	220,767	\$ (14,161)	86%
Winter Sports	\$ 15,000	\$ 25,000	44,360	24,772	\$ (19,588)	99%
Equestrian Licenses	\$ 40,000	\$ 40,000	49,007	68,446	\$ 19,439	171%
Miscellaneous Income	\$ 100,000	\$ -	132,111	89,971	\$ (42,140)	-
Picnic and Permit Fees	\$ 950,000	\$ 1,000,000	1,079,723	1,336,013	\$ 256,290	134%
Pool Fees	\$ 420,000	\$ 388,680	403,129	498,932	\$ 95,803	128%
Fines	\$ 336,000	\$ 316,000	211,602	371,490	\$ 159,888	118%
Interest	\$ 100,000	\$ 75,000	28,622	4,861	\$ (23,761)	6%
Intergovernmental Sources	\$ 250,000	\$ 150,000	7,085	-	\$ (7,085)	0%
Transfer In Corporate Fund	\$ 3,495,819	\$ 7,400,000	-	-	\$ -	0%
<b>TOTALS</b>	<b>\$ 57,577,147</b>	<b>\$ 62,097,166</b>	<b>\$ 50,882,363</b>	<b>\$ 54,631,838</b>	<b>\$ 3,749,475</b>	<b>88%</b>

# REVENUE AND EXPENSE REPORT

## FOREST PRESERVE DISTRICT OF COOK COUNTY CORPORATE FUND ANALYSIS OF REVENUE AND EXPENSES AS OF October 31, 2015

EXPENDITURES	2014 Budget	2015 Budget	Oct-14	Oct-15	Year-to-Year Current Month Difference	Year-to- Date % of Total Budget
			Year-to-Date Actuals	Year-to-Date Actuals		
General Office	\$ 1,885,026	\$ 1,646,866	\$ 1,244,573	\$ 1,382,741	\$ 138,168	84%
Finance & Administration	\$ 1,894,484	\$ 1,953,959	\$ 1,436,408	\$ 1,543,711	\$ 107,303	79%
Human Resources	\$ 562,261	\$ 709,273	\$ 413,860	\$ 473,112	\$ 59,252	67%
Resource Management	\$ 4,245,885	\$ 4,358,242	\$ 3,385,475	\$ 3,269,933	\$ (115,542)	75%
Conservation & Experiential Programming	\$ 4,482,385	\$ 5,503,414	\$ 3,498,471	\$ 4,068,092	\$ 569,621	74%
Permit, Concessions & Volunteer Resources	\$ 1,739,578	\$ 2,099,663	\$ 1,399,221	\$ 1,372,735	\$ (26,486)	65%
Landscape Maintenance	\$ 9,956,507	\$ 9,874,711	\$ 7,564,968	\$ 8,130,139	\$ 565,171	82%
Facility Maintenance	\$ 9,107,556	\$ 9,987,027	\$ 6,017,123	\$ 5,339,184	\$ (677,939)	53%
Resident Watchmen Facilities	\$ 257,500	\$ 257,500	\$ 43,906	\$ 190,398	\$ 146,492	74%
Legal Department	\$ 1,302,257	\$ 1,323,072	\$ 942,944	\$ 980,330	\$ 37,386	74%
Law Enforcement	\$ 9,250,533	\$ 9,281,707	\$ 6,539,710	\$ 7,464,578	\$ 924,868	80%
Planning & Development	\$ 1,805,991	\$ 1,934,135	\$ 1,404,153	\$ 1,468,892	\$ 64,739	76%
District-Wide Services	\$ 4,537,184	\$ 6,967,597	\$ 1,470,668	\$ 3,588,852	\$ 2,118,184	52%
Transfer Out of Corporate Fund	\$ 6,550,000	\$ 6,200,000	\$ 6,557,087	\$ 6,200,000	\$ (357,087)	100%
<b>TOTALS</b>	<b>\$ 57,577,147</b>	<b>\$ 62,097,166</b>	<b>\$ 41,918,567</b>	<b>\$ 45,472,697</b>	<b>\$ 3,554,130</b>	<b>73%</b>